



PLANNING ADVISORY COMMITTEE MEETING MINUTES

TOWN OF LUNENBURG

Monday, February 6 2023 at 6 p.m.

Council Chamber, 120 Townsend St. and Zoom Webinar/YouTube Live

Present	Mayor Matt Risser Councillor Susan Sanford (Chair) Councillor Ed Halverson Colin Whitcomb (citizen rep)
Absent	Councillor Stephen Ernst Peter Goforth (citizen rep)
Also present	Arthur MacDonald, Director of Community Development Heather McCallum, Public Engagement Specialist Michael Best, Communications Manager Kayla Byrne, Municipal Clerk
Call to Order	The Chair called the meeting to order at 6:06 p.m.
Land acknowledgment	The Chair recognized Lunenburg's location on the unceded territory of the Mi'kmaq people.
Approval of Agenda	Moved and seconded that the Committee approve the agenda for the February 6, 2023 meeting as presented.
Approval of Minutes	Moved and seconded that the Committee approve the minutes of the November 24, 2021 meeting as presented.
Public Hearings, Presentations and Questions	None.
LUB Amendment – Vending	Moved and seconded that the Planning Advisory Committee schedule a Public Participation Meeting to receive public input on the proposed amendments as described in Attachment D to delete Schedule “G”- Vending from the Land Use By-law and report back to Council. Motion carried unanimously
MPS and LUB amendment – Architectural	Moved and seconded that the Planning Advisory Committee schedule a Public Participation Meeting to receive public input on the proposed amendment as described in Attachment C and D and report back to

Control Areas (ACAs)	Council.	Motion carried unanimously
Business Arising	None.	
Next meeting	The Committee will hold a Public Participation Meeting (PPM) on Monday, February 27, 2023 at 6 p.m. This meeting will focus on the LUB amendment for vending and the LUB and MPS amendment for ACAs.	
Adjournment	There being no further business, the February 6, 2023 Planning Advisory Committee meeting adjourned at 6:21 p.m.	

Minutes were read and approved.

Attachment D Amendments to LUB

- 1) **Amendment to the Land Use By-law thereby deleting “6.12. Vending” from the Table of Contents on Page vii of the Land Use By-law and substituted therefore by the words “6.12. Yard Sales”.**
- 2) **Amendment to the Land Use By-law thereby deleting “Schedule “G”- Vending” in its entirety from the Table of Contents on Page viii of the Land Use By-law and substituted therefore by the words “Schedule “G”- Vending “DELETED””.**
- 3) **Amendment to the Land Use By-law thereby deleting Section “6.12. Vending” in its entirety including Subsection 6.12.1 and Subsection 6.12.2 inclusive as outlined on Page 23 of the Land Use By-law and substituted therefore by the following words:**

“6.12. Yard Sales

6.12.1. Yard sales are permitted in any use zone provided that:

- (a) articles for sale may include only the tangible personal property of the residents conducting the sale and may not include goods acquired for resale;
- (b) only two yard sales may take place on any property during each calendar year; and
- (c) yard sales may be conducted only on Saturdays from 8 am to 10 pm and on Sundays from 12 noon to 10 pm.

6.12.2. No development permit is required for yard sales permitted under Part 6.12.1.”

- 4) **Amendment to the Land Use By-law thereby deleting the words “Schedule “G”- Vending” from the list of Schedules on Page 66 of the Land Use By-law and substituting therefore the words “Schedule “G”- Vending “DELETED””.**
- 5) **Amendment to the Land Use By-law thereby deleting “Schedule “G”- Vending” in its entirety from the Schedules as outlined on Pages 73 and 74 inclusive of the Land Use By-law and substituting therefore the words “Schedule “G”- Vending “DELETED””.**

Attachment C Amendments to MPS

- 1) Amendment to the Municipal Planning Strategy thereby amending the Table of Contents under “Chapter 5 - Community Form & Heritage” by deleting “5.3 Heritage and Architectural Control” and substituting therefore “5.3 Heritage” and deleting “5.3.2 Heritage Conservation District and Architectural Control Areas” and substituting therefore “5.3.2 Heritage Conservation District”.
- 2) Amendment to the Municipal Planning Strategy thereby amending the Title “5.3 Heritage and Architectural Control” on page 32 and substituting therefore “5.3 Heritage”.
- 3) Amendment to the Municipal Planning Strategy thereby amending the subtitle “5.3.2 Heritage Conservation District and Architectural Control Areas” on page 34 and substituting therefore “5.3.2 Heritage Conservation District”.
- 4) Amendment to the Municipal Planning Strategy (MPS) thereby deleting the last paragraph in Section “5.3.1 Introduction” on page 33 and substituted therefore the following paragraph:

“In 2023 Council approved a new Heritage Conservation District Plan and By-law. The former Dufferin Street and Falkland Street Architectural Control Areas were deleted from the Municipal Planning Strategy and Land Use By-law and incorporated within the new Old Town Lunenburg Heritage Conservation District. The Tannery Road Architectural Control Area was also deleted from the Municipal Planning Strategy and Land Use By-law but was not incorporated within the new District. The thought being that the Tannery Road area was distinct in its own right and did not contribute to the UNESCO World Heritage Site which is the main narrative of the new Old Town Heritage Conservation District. If properties wished to have heritage protection, they are encouraged to have their properties registered as municipal heritage properties under the Heritage Property Act. Council also retains the right to designate the Tannery Road are under its own Heritage Conservation District at a future date, if so desired.”

- 5) Amendment to the Municipal Planning Strategy (MPS) thereby deleting the second paragraph of subsection 5.3.2 and substitute therefore the following:

“In order to ensure the protection of Lunenburg’s built heritage, Council has adopted a two-fold approach to architectural control:”
- 6) Amendment to the Municipal Planning Strategy (MPS) thereby deleting the second bullet in subsection 5.3.2 on page 34.
- 7) Amendment to the Municipal Planning Strategy (MPS) thereby deleting the third bullet in Subsection 5.3.2 on page 34 and substituting therefore the following:

- “
- **Establishment of a Heritage Conservation District comprised of the Old Town National Historic Site and World Heritage Site and the Dufferin Street and Falkland Street historic areas, with architectural controls implemented through the policies and design guidelines of the Heritage Conservation District Plan and By-law.”**

8) Amendment to the Municipal Planning Strategy (MPS) thereby deleting Policy 5-4 and substituting therefore “Policy 5-4 “DELETED””.

Attachment D Amendments to LUB

- 1) Amendment to the Land Use By-law by thereby deleting 7.3 from the Table of Contents on page “vii” in its entirety and substituting therefore “7.3 ‘DELETED’”.
- 2) Amendment to the Land Use By-law thereby deleting Section 7.3 in its entirety on Page 29 and substituting therefore “7.3 “DELETED””.
- 3) Amendment to the Land Use By-law thereby deleting “Schedule ‘F’ – Heritage Conservation District and Architectural Control Area Map” from the Table of Contents on page “viii” and substituting therefore “Schedule ‘F’ – “DELETED””.
- 4) Amendment to the Land Use By-law thereby deleting “Schedule ‘F’- Heritage Conservation District and Architectural Control Area Map” and substituting therefore a blank page with the words “Schedule ‘F’- “DELETED””.
- 5) Amendment to the Land Use By-law thereby deleting subsection 4.2.1.(b) and substituting therefore the following:
 - “(b) Exterior renovations or alterations to a structure that do not result in a change in volume or gross floor area, number of dwelling units, or a change in use of the structure.”
- 6) Amendment to the Land Use By-law thereby deleting subsection 6.13.3. and substituting therefore the following:
 - “6.13.3. The minimum bicycle parking requirements of Table 3 shall not apply to existing buildings.”
- 7) Amendment to the Land Use By-law thereby deleting subsection 7.2.3. and substituting therefore the following:
 - “7.2.3. Notwithstanding any other provision of this By-law any vegetation or building or structure including, but not limited to, fences and signs are not permitted to exceed 1.0 metres (3.2 feet) in height above the grade of the abutting streets in a corner vision triangle except in the Old Town Lunenburg Heritage Conservation District. This provision shall not apply above a height of 2.4 metres (7.9 feet).”
- 8) Amendment to the Land Use By-law thereby deleting subsection 7.8.2. and substituting therefore the following:
 - “7.8.2. Signs require a Certificate of Appropriateness prior to issuance of a development permit if the property is located in the Old Town Lunenburg Heritage Conservation District.”